



**STATE ASSESSORS BOARD  
REGULAR MEETING AGENDA**

**January 7, 2009**

**Richard H. Austin Building, State Treasurers' Board Room  
430 West Allegan Street, Lansing, Michigan**

9:30 a.m. **Call to order**

**Roll call**

**A. Election of officers for 2009**

**B. Approval of the regular meeting minutes of November 13, 2008 (page 1)**

**C. Public comment**

**D. Educational programs**

1. State Assessors Board Course 1 instructor evaluations
  - a. Communication from the Executive Secretary regarding the evaluations—information only (page 7)
2. Elective educational renewal credit request for a Michigan Municipal League seminar titled "Geographic Information for Michigan Communities—Building the National Spatial Data"
  - a. Communication from the Executive Secretary recommending approval of the request (page 63)
3. Level 3 experience qualification requests
  - a. Communication from the Executive Secretary recommending approval of the requests (page 67)

**E. Certification level matters**

1. 2008 certification reinstatement request from Ms. Margaret Esterline
  - a. Communication from the Executive Secretary recommending approval of the request (page 86)
2. Multiple unit certification level changes policy/procedure
  - a. Communication from the Executive Secretary recommending approval of the policy/procedure (page 89)

3. Request to waive the level 4 unit requirements for Frenchtown Township, Monroe County, for 2009 on the basis that a level 4 assessing officer has assumed responsibility for assessing the power plant property that causes the Township to exceed the commercial/industrial state equalized value stated in the level 4 unit requirements

a. Communication from the Executive Secretary recommending approval of the request (page 93)

4. Request to waive the level 4 unit requirements for Mason County for 2009 on the basis that a level 4 assessing officer has assumed responsibility for assessing the power plant property that causes the County to exceed the state equalized value limits stated in the level 4 unit requirements

a. Communication from the Executive Secretary recommending approval of the request (page 106)

5. Request to waive the level 3 unit requirements for Bingham Township, Huron County, for 2009 on the basis that a level 3 assessing officer has assumed responsibility for assessing the wind turbine property that causes the Township to exceed the state equalized value limits stated in the level 1 unit requirements

a. Communication from the Executive Secretary recommending approval of the request (page 114)

#### **F. Certification applicants**

1. Communication from the Executive Secretary recommending formal approval of new assessing officer certifications (page 118)

#### **G. Closed meeting, permissible under Michigan Compiled Law 15.268(a) and 15.268(h)**

1. Discussion of the closed meeting minutes from November 13, 2008 (page P1)

2. Discussion of official revocation order relating to revocation petition 08-0025 (page P3)

3. Discussion of official suspension order relating to revocation petition 08-0027 (page P7)

4. Formal revocation hearing for revocation petition 08-0028 (page P11)

5. Informal revocation hearing for revocation petition 08-0035 (page P103)

6. Informal revocation hearing for revocation petition 08-0036 (page P195)

7. Informal revocation hearing for revocation petition 08-0039 (page P326)
8. Informal revocation hearing for revocation petition 08-0040 (page P415)
9. Discussion of a certification reinstatement request (page P439)
10. Discussion of revocation petition 08-0020 (page P462)
11. Discussion of revocation petition 08-0021 (page P798)
12. Discussion of revocation petition 08-0029 (page P848)
13. Discussion of findings from the State Tax Commission's Reviews of Local Unit Assessment Administration Practices, Procedures and Records (i.e., "mini-reviews") (page P913)
14. Discussion of an assessing practices matter (page P951)
15. Discussion of an assessing practices matter (page P1003)
16. Discussion of an assessing practices matter (page P1039)
17. Discussion of a level 4 demonstration appraisal subject property request (page P1064)
18. Discussion of November 2008 course examination results (page P1071)
19. Discussion of narrative appraisal 205 (page P1073)
20. Discussion of a proposed quiz for the mandatory renewal program titled "Application of New, Loss, Additions, Losses, and Adjustment" (page P1075)

**H. Resumption of open meeting and actions on closed meeting items**

1. Closed meeting minutes from November 13, 2008 (page P1)
2. Revocation petition 08-0025 (page P3)
3. Revocation petition 08-0027 (page P7)
4. Revocation petition 08-0028 (page P11)
5. Revocation petition 08-0035 (page P103)

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14. Assessing practices matter (page P951)
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16. Assessing practices matter (page P1039)
17. Level 4 demonstration appraisal subject property request (page P1064)
18. November 2008 course examination results (page P1071)
19. Narrative appraisal 205 (page P1073)
20. Proposed quiz for the mandatory renewal program titled "Application of New, Loss, Additions, Losses, and Adjustment" (page P1075)

**I. Other business**

1. State Assessors Board 2009 meeting schedule changes
  - a. Communication from the Executive Secretary regarding needed changes to the 2009 meeting schedule—information only (page 120)
2. Certificate of appreciation for Ms. Vicki E. Riedel (page 122)

**Announcements**

**Adjournment**